

MCH Training Program 2006-2007 Strategic Planning Workgroups
Diversity Workgroup Teleconference - August 22, 2006

Summary Notes

Participants: Ingrid Allard, Betsy Haughton, Rhonda Johnson, Michele Kelley, Mae Sylvester, Penny Leggott, Suzanne Roseman and Janet Willis. Sheryl Mathis, Judy Gallagher, Diana Rule and Madhavi Reddy.

Questions/Clarifications on July Conference Call Summary Notes: None.

Discussion of Draft Workplan

Priority Activity 1: *Assist the Bureau in developing grantee guidelines for a vigorous plan for recruitment and retention of trainees from culturally diverse backgrounds.*

- What is meant by “vigorous plan”? MCHB liaisons indicated that it refers to an intentional plan with specific items to address recruitment and retention.
- It was suggested that a time period be established within which grantees are required to put a plan in place and consideration given to what will happen if that period passes without effort by the grantee to develop a plan.
- Establishing a protocol for grantees would be helpful —develop a protocol with actions that grantees engage in on a cyclical and on-going basis rather than actions that are ‘completed’ one time and checked off as finished.
- What is the plan intended to accomplish?— what are the immediate and long-term goals? (e.g., trainees and faculty in the programs more proportionately reflect the racial and ethnic composition of the nation.) Indicators of a vigorous plan will need to be identified.
- It may be helpful to see what recruitment and retention activities grantees reported in the most recent (2006) progress reports.
- As recruitment and retention plans currently being used are identified, consider what other entities outside of the training program are using.
- May be useful to gather feedback from current and former fellows. Involving them in this process could also serve as a link to diverse communities in which they may work.

Priority Activity 2: *Identify resource materials to assist grantees in developing and implementing a plan for recruitment and retention of trainees from culturally diverse backgrounds*

- This activity will need to follow Activity 1, however some action steps related to it can be conducted in conjunction with Activity 1 action steps. Specific recruitment and retention

issues faced by grantees (Activity 2, Action Step 1) can be identified at the same time as the current recruitment and retention activities/plan used by grantees (Activity 1, Action Step 2).

- Identifying resource materials, as suggested in Action Step 2 for this Priority Activity, can be time-consuming. It may be helpful to get started on that process now, although sorting out which materials will be most relevant given grantees' needs will have to be done after other information gathering action steps (regarding grantee needs) have been completed.

Priority Activity 3: Identify additional information and guidance on recruitment and retention needed by grantees that is not currently available.

- The outcomes of Activities 1 & 2 will be needed to address Activity 3, therefore the workgroup will hold off work on Activity 3 at this time.

Other Items Discussed

- A question was raised on whether the workgroup can ask grantees for input on the topics identified in the workplan (recruitment and retention needs and current processes used). MCHB liaisons indicated that grantee feedback can be solicited informally (e.g., email distributed through the listserv asking for their input).
- The MCH Training Pipeline grantees may be a good source of information about methods being used for recruitment of trainees from culturally diverse backgrounds. These grants have just begun though, so they may not yet have much to share on strategies being used.
- Distance Learning (short-term) Training Programs may face different issues in addressing racial and cultural diversity. Some of these grantees may perceive that they have less control over the diversity of their trainees. This difference should be considered as recruitment and retention plans are defined and resource materials identified.

Next Steps

- Participants were in agreement on the need for the group to be action directed and that dividing up work related to specific action items will be an efficient way to move forward.
- Ingrid Allard and Betsy Haughton volunteered to begin work on a process to identify recruitment and retention plans used by MCH Training Programs and other entities.
- HSR will investigate recruitment and retention activities mentioned in the 2006 progress reports.
- Rhonda Johnson expressed interest in working on identifying materials currently available to assist grantees in developing and implementing recruitment and retention plans (for trainees from culturally diverse backgrounds).
- Notes will be distributed from today's conference call and a workgroup participant list which includes contact information for participants will be included in the email.

- The **next workgroup meeting** will be on Thursday September 21st at 1pm EDT. During this call the group will talk about on-going methods of communication and scheduling of subsequent conference calls. Alternate information sharing mechanisms like a listserv or threaded email discussion will be considered.